



BENTON COUNTY ELECTION COMMISSION BOARD MINUTES

March 25, 2011

Present: Bill Williams, Chairman
E J Miller, Member
M W Sevak, Member
Amy Huston, Coordinator
Sharon Rose, Staff
Kim Umphres, Staff
Tena O'Brien, County Clerk
Kris James, County Clerk's Office
Christine Southard, County Clerk's Office
Tabatha Hunter, Press

Also present were Gwen and Bill Millager, Chris Nogy, Bob Mahmens, Kelly Copelin, E. Hudgens, and Kathy Mahmens.

The media was notified and Tabatha Hunter of the Benton County Daily Record attended.

Chairman Bill Williams called the meeting to order at 9:03 AM.

Williams welcomed guests to the meeting and introduced Mike Sevak as the new commissioner. Sevak stated he looked forward to working with the staff and commissioners and now was the time to move forward.

Williams stated in reference to the Siloam Springs, there have been correspondence and a letter from George Spence discussing the billing. Williams suggested that the commission ask Siloam Springs to meet to resolve this issue. Williams asked the commissioners for the staff to draft a letter requesting a meeting. Sevak stated that the general and administrative expenses along with overhead costs should be broken down for Siloam Springs. Williams stated that the staff has prepared an analyst of the fixed expenses. All commissioners were in consentaneous.

Williams asked that Robert's Rules of Order be adopted to help commission run meetings orderly. Miller stated that Robert's Rules will not override Election Laws of Arkansas and Constitution of the State of Arkansas of 1874. Williams stated that Robert's Rule will be the lowest order of rules. Robert's Rules were adopted by consentaneous.

Williams stated that a Parliamentarian is a person who interprets the rules. Williams suggested there be a chairman, a secretary and the third person on the commission would serve as the parliamentarian. Williams said that if there were things unclear after the parliamentarian has discussed with the commission that it be referred to the county attorney for further resolutions. All were in favor.

Williams continued with the policy manual. Williams volunteered to continue to work on the manual. Williams would work with the staff and prepare draft policies which will be given to the commissioners in advance of a meeting so they could be studied. Any amendments could be made or be adopted. Sevak stated that all commissioners should work on the policy manual so no amendments would have to be changed. Williams agreed but stated the policy manual will always have to be kept up-to-date. Williams also added any commissioner or any member of the public is welcome to submit a policy. All commissioners were in favor.

Redistricting and ACECA was discussed by Williams. This is an important and complicated job. Williams has attended a webinar on how the geographical system works. The tools are available in the clerk's office and GIS office to proceed in dividing the county into fifteen (15) districts. This needs to be viewed as a two-part process: (1) involve the public and (2) the public needs to know it has been done in a fair and open way and completely non-partisan. Williams stated he will continue to work in offering to the commission a draft plan so the commission can study offers, suggestions, amendments, etc. The State is working to make their suggestions to the Congressional Districts.

Williams stated the Legislator has Bill 2154, which is an important bill as far as elections are concerned. This deals with the operations of the commission and terms of commissioners.

Williams addressed past minutes which have not been approved. Williams suggested he go over them and forward to commissioners for discussion and/or approval. Miller stated that sense the past minutes have not been signed or approved he suggested forwarding the IT Department and have them posted on the website as "Draft". All approved.

Amy Huston reported that she has met with Judge Bob Clinard on the new office space for the Election Commission. The staff has been preparing and reorganizing for the move. The projection date for the move is August or September. The staff met with Washington County election staff on how they organize poll workers, training, etc. Also, Huston stated she has been working on Year-In Review. This will give details of what the staff has done and will continue to do. Miller had a problem with the new location of the Election Commission. He feels the space is too small. His suggestion was for the three (3) commissioners to see and discuss the layout. At that point, sign off on it. Williams suggested that Miller and Huston go over the layout and any questions be addressed to Judge Clinard.

Williams said the minutes from the previous meeting, February 23, 2011, needed approval. Miller said that Bob Balfe's name should be removed and his and Williams name be replaced. Miller continued stating he did approve the minutes. A motion was made by Williams to approve the February 23, 2011. All commissioners were in favor.

Williams stated time to elect new officers. Williams nominated Miller to be the chairman and asked if there were any other nominations. With none other, Miller is the new chairman, Sevak is secretary.

Williams opened the floor for commits of questions. Chris Nogy thanked Williams and other commissioners for such a corporative meeting and looks forward to the coming year. Also, Gwen Millager does not feel that the public realizes how much is involved in putting on an election.

Miller asked Huston to write a letter to Tena O'Brien stating at today's meeting who the new officers are for the Election Commission and forward to the Secretary of State. Miller asked for a fifteen (15) minute recess so the letter could be typed and signed.

DRAFT

After a fifteen (15) minute recess, the commissioners signed a letter stating the new elected 2011 officers for the Election Commission.

The next meeting is scheduled for Friday, April 1, 2011 at 9:00 AM.

The meeting was adjourned at 9:50 AM.

 DR

Respectfully submitted, M W Sevak, Secretary

Prepared by Sharon Rose, Benton County Election Commission Staff